

Web Site Design Outline

Personal Info

Name _____
Address _____ **City** _____ **State** _____ **Zip** _____
Home Phone _____ **Cell Phone** _____

Business Info

Name _____
Address _____ **City** _____ **State** _____ **Zip** _____
Phone _____ **Cell Phone** _____

Domain Name Preferences

1st _____ .com
2nd _____ .com
3rd _____ .com

Page One: **About your Business**
A short but concise description of your business.
To Include:
When your business began, focus of your business, history or growth, accomplishments, awards

Page Two: **What you are trying to sell or accomplish with the website**
Examples, products that you sell, projects completed, services offered etc
Detailed descriptions, pictures if applicable

Page Three: **Who are you and your team Members**
Bios of all owners, officers or members
Pictures of each
Accomplishments
Relevant Experience
Awards

Page Four: Referrals or Testimonials
Glowing recommendations from current and past customers, must be true and authored by customer

Page Five: Contacts
How does a perspective customer reach your or other business members/employees
Include phone numbers, cell, office and extensions
email addresses

Page 6: Links
Suppliers, vendors or associations that you use that will add value and credibility to you and your business

Page 7: Other

Page 8: Other